

# You're Hiring – Leave us your job description!

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Duties to be performed (check all that apply and circle top two priorities):

- |                                                                |                                                    |
|----------------------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Grant Proposal Writer                 | <input type="checkbox"/> Statistical Data Analysis |
| <input type="checkbox"/> QAPP Developer                        | <input type="checkbox"/> Data Management           |
| <input type="checkbox"/> Securing Monitoring Equipment         | <input type="checkbox"/> Report Writing            |
| <input type="checkbox"/> Volunteer Recruiting and Coordination | <input type="checkbox"/> Graphic Design            |
| <input type="checkbox"/> Volunteer Training                    | <input type="checkbox"/> Website Design            |
| <input type="checkbox"/> Electronic Data Entry                 | <input type="checkbox"/> Website Management        |

Other duties to be performed:

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Other Organization Needs:

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